



Remote Participation Study Committee Meeting

Date: **Tuesday April 19, 2022**

Time: **7:30 PM Eastern Time (US and Canada)**

Location: Virtual Meeting via Zoom

Minutes

Attendance: Alex Bagnall, Jim Feeney, Bill Hayner, Eric Helmuth, Jennifer Susse, Janice Cagan-Teuber. Mustafa Varoglu, Rachel Zsembery

Members of the Public: None

AGENDA

1. Review and accept meeting minutes from January 14th and March 30, 2022 meeting
2. Public Comment – 15 minutes
3. Review of draft Town Meeting report materials -60+ minutes
4. Future business – 10 minutes

Decisions Reached and Action Items:

- Meeting minutes from February 14 were approved as amended by Rachel Zsembery
- Minutes from March 30 were not available yet.
- The report to Town Meeting will be completed by the addition of context providing paragraphs written by a sub-group comprised of Alex Bagnall, Eric Helmuth, Jennifer Susse, and Mustafa Varoglu
- The report with additional text will be provided to the full Remote Participation Study Committee for review and if the needed an additional meeting will be held on Thurs April 28 at 5:30 pm for any last changes. If no requests for edits to the report are received the report will be considered final and released to Town Meeting electronically and as paper copies.

Summary of Discussions:

Approval of the Minutes:

February 14 Minutes were approved. Will be submitted to the website

Public Comment:

No public persons were present for public comment.

Review of draft Town Meeting report materials -60+ minutes

The draft report to the 2022 Town Meeting compiled by Jennifer Susse with an introductory section, text from the February 7, 2022 Interim Report to the Select Board, a section describing the Hybrid Pilot Program and a section describing the proposed technology and costs was reviewed.

Suggestions were made to expand the introductory section with further information on potential sources of funding, background on the current and likely future state regulation for remote participation meetings and

An introductory paragraph will be added to the Interim Select Board Report to provide context to the material included in this report and a summary of the feedback and decisions made by the Select Board at the meeting on February 7, 2022.

Minor edits were made to the Hybrid Pilot section.

An introductory paragraph will be added to the Technology and Costs section to clarify that we are considering options C and D (smaller rooms with Neat or Owl videoconferencing technology) for the pilot program. The performance of this technology and any issues identified and resolved will be used to specify the technology needed for larger technology installations necessary to support the A and B Tier rooms.

A Next Steps or Conclusion paragraph will be added.